

Department of Transportation
Division of Public Transit

Mission

The Division of Public Transit helps foster the development of public transportation services in the state and administers all federal and state transit programs.

Operations

The division helps public transportation providers move people—not by actually operating buses and vans, but by keeping local systems safe, efficient, and effective through financial support, technical and administrative assistance, statewide marketing, and training. Operations are divided into four major areas:

Administration

- Secure state or local funding needed as a match for the federal grants.
- Perform all required reporting services to the appropriate federal agencies.
- Ensure compliance with all federal funding requirements of the grantor.
- Create a culture for continuous organizational improvement, and strive for recognition as a leader in the field of public transportation administration.

Operating, Technical, and Capital Assistance

- Distribute operating and capital assistance to small urban and rural transit systems to help cover the costs of essential public transportation services and miscellaneous equipment.
- Distribute transit planning moneys to the metropolitan planning organizations (MPOs).
- Provide planning and technical assistance, either directly or through contractors, to enhance the efficiency and effectiveness of transportation services in the state.

Procurement and Inventory Control

- Serve as a central procurement source for buses, vans, and communication equipment for private nonprofit agencies that provide transportation services for the elderly and disabled and transit authorities.
- Maintain the automated vehicle inventory system that provides a single point of entry for all equipment and rolling stock purchased and all facilities constructed with federal, state, and local funds and is utilized in developing a vehicle replacement cycle.

Training, Education and Public Awareness

- Provide driver training on the safe and proper ways to transport elderly and disabled passengers, as required by the Americans with Disabilities Act of 1990.
- Provide access to other training that includes supervisory training, defensive driving, mechanics training, and many other topics.
- Document and promote the benefits of public transportation for both users and nonusers.
- Advocate for responsible funding levels to support development and enhancement of public transportation facilities and services.

Division of Public Transit

Expenditures

	TOTAL FTE POSITIONS 11/30/2003	FY 2003 ACTUALS	FY 2004 BUDGETED	FY 2005 REQUESTED	GOVERNOR'S RECOMMENDATION
EXPENDITURE BY PROGRAM					
Capital Assistance Program	1.00	\$936,408	\$1,398,511	\$1,742,916	
Discretionary Grant Program	1.00	2,120,491	9,923,304	8,719,367	
Metropolitan Planning Organization Grant Program	0.50	225,885	275,878	253,237	
Public Transportation in Nonurban Areas	5.00	4,318,700	5,768,540	4,185,302	
State Planning and Research	0.50	20,341	71,443	65,158	
Less: Reappropriated		(566,051)	(2,147,748)	0	
TOTAL BY PROGRAM	8.00	7,055,774	15,289,928	14,965,980	14,965,980
EXPENDITURE BY FUND					
General Fund					
FTE Positions		0.00	0.00	0.00	0.00
Total Personal Services		0	0	0	0
Employee Benefits		0	0	0	0
Other Expenses		1,505,262	4,441,910	2,148,342	2,148,342
Less: Reappropriated		(566,051)	(2,147,748)	0	0
Subtotal: General Fund		939,211	2,294,162	2,148,342	2,148,342
Federal Fund					
FTE Positions		8.00	8.00	8.00	8.00
Total Personal Services		268,869	393,308	393,658	393,658
Employee Benefits		70,743	105,951	114,795	114,795
Other Expenses		5,459,850	11,103,379	11,094,185	11,094,185
Subtotal: Federal Fund		5,799,462	11,602,638	11,602,638	11,602,638
Appropriated Special Fund					
FTE Positions		0.00	0.00	0.00	0.00
Total Personal Services		0	0	0	0
Employee Benefits		0	0	0	0
Other Expenses		0	0	0	0
Less: Reappropriated		0	0	0	0
Subtotal: Appropriated Special Fund		0	0	0	0
Nonappropriated Special Fund					
FTE Positions		0.00	0.00	0.00	0.00
Total Personal Services		0	0	0	0
Employee Benefits		0	0	0	0
Other Expenses		317,101	1,393,128	1,215,000	1,215,000
Subtotal: Nonappropriated Special Fund		317,101	1,393,128	1,215,000	1,215,000
TOTAL FTE POSITIONS BY FUND	8.00	8.00	8.00	8.00	8.00
TOTAL EXPENDITURES BY FUND		\$7,055,774	\$15,289,928	\$14,965,980	\$14,965,980

Programs

Section 5303 MPO Planning Grant Program

Mission

The Section 5303 MPO Planning Grant Program provides federal financial assistance, via the division, to the metropolitan planning organizations (MPOs) across the state to help urbanized areas plan, develop, and improve transportation systems.

Goals/Objectives

- Submit grant application to the Federal Transit Administration by April 1st of each year.
- Ensure the MPOs' compliance with program requirements, and reimburse the MPOs for 80% of their planning expenses within 30 days of receiving their monthly report.

Performance Measures

- ✓ Reimbursements made to MPOs within 30 days of receipt of report.

<u>Fiscal Year</u>	<u>Actual</u> <u>2001</u>	<u>Actual</u> <u>2002</u>	<u>Estimated</u> <u>2003</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>
Requests submitted	58	59	60	53	60	84
Requests paid	58	59	60	53	60	84

Section 5309 Discretionary Grant Program

Mission

The Section 5309 Discretionary Grant Program promotes cost savings for transit operators and improves the public transit infrastructure in the state through procurement of equipment and construction of transit facilities.

Goals/Objectives

Provide for the renovation and/or construction of transit facilities.

- Contract for and complete the renovation of a transit administrative/maintenance facility in Morgantown by December 31, 2004.
- Contract for and complete renovations to the current maintenance facility and construct new administrative offices with a regional transit training facility in Clarksburg by October 1, 2004.

Continue to obtain Section 5309 discretionary grant on an annual basis.

- Work with congressional legislators to secure federal discretionary funds and the state and local match as needed.

Procure transit vehicles and shop and miscellaneous equipment for the state's public transportation systems as funding permits.

Performance Measures

<u>Fiscal Year</u>	<u>Actual</u> <u>2001</u>	<u>Actual</u> <u>2002</u>	<u>Estimated</u> <u>2003</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>
Total public transit fleet size	229	233	240	241	240	241
Public transit fleet vehicles replaced	34	52	25	10	25	10
Percent of public transit fleet replaced	15%	22%	10%	4%	10%	4%
Replacement vehicles that are ADA compliant	34	52	24	10	24	10
Percent of replacement vehicles that are ADA compliant	100%	100%	96%	100%	96%	100%

Section 5310 Capital Assistance Program for Elderly Persons and Persons with Disabilities

Mission

The Section 5310 Capital Assistance Program for Elderly Persons and Persons with Disabilities provides funding for the division to procure lift-equipped vans and communication equipment for paratransit providers in the state in order to promote quality transportation services and maintain the transportation infrastructure.

Goals/Objectives

Maintain the quality of transportation services by replacing vehicles and adding communication systems.

- Submit grant application to the Federal Transit Administration by January each year.
- Receive and place with recipients, within one year of the federal grant approval, the equipment purchased.

Performance Measures

<u>Fiscal Year</u>	<u>Actual</u> <u>2001</u>	<u>Actual</u> <u>2002</u>	<u>Estimated</u> <u>2003</u>	<u>Actual</u> <u>2003</u>	<u>Estimated</u> <u>2004</u>	<u>Estimated</u> <u>2005</u>
Elderly passengers	225,085	205,848	205,848	206,057	205,848	206,057
Disabled (nonwheelchair) passengers	77,376	96,672	96,672	93,637	96,672	93,637
Nonambulatory (wheelchair) passengers	12,837	13,027	13,027	13,005	13,027	13,005
Other passengers	25,529	26,038	26,038	45,670	26,038	45,670
Total passengers	339,827	341,585	341,585	358,369	341,585	358,369
Miles driven	1,639,161	1,808,141	1,808,141	1,778,839	1,808,141	1,778,839
Active vehicles	109	118	118	129	118	129

Section 5311 Public Transportation for Nonurbanized Areas

Mission

The Section 5311 Public Transportation for Nonurbanized Areas program provides operating, capital, and technical assistance to small urban and rural public transit operators so as to promote quality transportation services, safety, and excellence in the management of the state's nonurban transit systems.

Goals/Objectives

Continue operating and capital support for rural public transit operators serving 21 counties.

- Contract with 12 rural public transportation systems to provide operating assistance with Section 5311 operating funds on a fiscal year basis.
- Procure new transit vehicles (per the capital replacement system) as Section 5311 capital funding permits.

Promote transit safety and education.

- Recognize safe drivers, provide safety training and materials, and provide transit education materials on an annual basis.

Promote excellence in the management of the state's transit systems.

- Provide technical assistance in increasing the operating efficiency of local transportation systems.

Performance Measures

<u>Fiscal Year</u>	<u>Actual 2001</u>	<u>Actual 2002</u>	<u>Estimated 2003</u>	<u>Actual 2003</u>	<u>Estimated 2004</u>	<u>Estimated 2005</u>
Counties served by public transit	29	31	31	31	31	30

Section 5313 State Planning and Research Program

Mission

The mission of the Section 5313 State Planning and Research Program is to enhance the adequacy of statewide transportation planning and programming that facilitates the efficient movement of people and goods with full consideration of all modes and all significant planning factors for all transportation providers.

Goals/Objectives

Meet applicable TEA-21 requirements.

- Maintain the public transportation facilities and equipment management system on a continuing basis to determine the annual capital replacement needs of the state's transit systems.
- Update the statewide transportation improvement program annually.
- Conduct a biennial survey of all known transportation providers to ascertain transportation trends.

Support demonstration projects in the state.

- Provide planning and technical assistance for transportation demonstration projects.

Performance Measures

<u>Fiscal Year</u>	<u>Actual 2001</u>	<u>Actual 2002</u>	<u>Estimated 2003</u>	<u>Actual 2003</u>	<u>Estimated 2004</u>	<u>Estimated 2005</u>
Results of the biennial transportation providers survey:						
Counties served by public transit	N/A	31	N/A	N/A	31	N/A
Counties served by specialized transit	N/A	55	N/A	N/A	55	N/A
Counties served by taxis	N/A	36	N/A	N/A	36	N/A
Transportation organizations	N/A	204	N/A	N/A	204	N/A
Accessible vehicles	N/A	526	N/A	N/A	526	N/A